



**BJA FY 09 Recovery Act Edward Byrne Memorial Justice
Assistance Grant Program Local Solicitation 2009-F4055-VA-SU**


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APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED	Applicant Identifier						
1. TYPE OF SUBMISSION Application Non-Construction	3. DATE RECEIVED BY STATE	State Application Identifier						
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier						
5. APPLICANT INFORMATION								
Legal Name City of Williamsburg		Organizational Unit Williamsburg Police Department						
Address 425 Armistead Avenue Williamsburg, Virginia 23185-3651		Name and telephone number of the person to be contacted on matters involving this application Middlebrook, Deborah (757) 259-7201						
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 54-6001680		7. TYPE OF APPLICANT Municipal						
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance						
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.804 CFDA Recovery Act - Justice Assistance Grants - TITLE: Localities		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Consolidation of the PSAP into a regional system requires the purchase of new records management software to integrate with the PSAP CAD system.						
12. AREAS AFFECTED BY PROJECT Police and Communications operations.								
13. PROPOSED PROJECT Start Date: July 01, 2009 End Date: September 01, 2009		14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project VA01						
15. ESTIMATED FUNDING <table border="1"> <tr> <td>Federal</td> <td>\$20,547</td> </tr> <tr> <td>Applicant</td> <td>\$0</td> </tr> <tr> <td>State</td> <td>\$0</td> </tr> </table>		Federal	\$20,547	Applicant	\$0	State	\$0	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? Program has not been selected by state for review
Federal	\$20,547							
Applicant	\$0							
State	\$0							

Local	\$61,303	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? N
Other	\$0	
Program Income	\$0	
TOTAL	\$81,850	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

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Application Handbook

Overview

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This handbook allows you to complete the application process for applying to the BJA FY 09 Recovery Act Edward Byrne Memorial Justice Assistance Grant Program Local Solicitation. At the end of the application process you will have the opportunity to view and print the SF-424 form.

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*Type of Submission	<input type="radio"/> Application Construction <input type="radio"/> Preapplication Construction <input checked="" type="radio"/> Application Non-Construction <input type="radio"/> Preapplication Non-Construction
*Type of Application	If Revision, select appropriate option New If Other, specify Type of Revision
*Is application subject to review by state executive order 12372 process?	<input type="radio"/> Yes This preapplication/application was made available to the state executive order 12372 process for review on <input type="radio"/> No Program is not covered by E.O. 12372 <input checked="" type="radio"/> N/A Program has not been selected by state for review

Save and Continue



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Verify that the following information filled is correct and fill out any missing information. To save changes, click on the "Save and Continue" button.

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*Is the applicant delinquent on any federal debt	<input type="radio"/> Yes <input checked="" type="radio"/> No	
*Employer Identification Number (EIN)	54 - 6001680	
*Type of Applicant	Municipal <input type="checkbox"/>	
Type of Applicant (Other):	<input type="text"/>	
*Organizational Unit	Williamsburg Police Dej	
*Legal Name (Legal Jurisdiction Name)	City of Williamsburg	
*Vendor Address 1	425 Armistead Avenue	
Vendor Address 2	<input type="text"/>	
*Vendor City	Williamsburg	
Vendor County/Parish	<input type="text"/>	
*Vendor State	Virginia <input type="checkbox"/>	
*Vendor ZIP	23185 - 3651 Need help for ZIP+4?	
Please provide contact information for matters involving this application		
*Contact Prefix:	Mrs. <input type="checkbox"/>	
Contact Prefix (Other):	<input type="text"/>	
*Contact First Name:	Deborah	
Contact Middle Initial:	<input type="text"/>	
*Contact Last Name:	Middlebrook	
Contact Suffix:	Select a Suffix <input type="checkbox"/>	
Contact Suffix (Other) :	<input type="text"/>	
*Contact Title:	Grant Administrator	

*Contact Address Line 1:	425 Armistead Avenue
Contact Address Line 2:	
*Contact City	Williamsburg
Contact County:	
*Contact State:	Virginia
*Contact Zip Code:	23185 - 3651 Need help for ZIP+4?
*Contact Phone Number:	757 259 7201 Ext:
Contact Fax Number:	757 259 7204
*Contact E-mail Address:	dmiddleb@williamsburgva.gov

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Application Handbook**Project Information**[Overview](#)[Applicant Information](#)[Project Information](#)[Budget and Program Attachments](#)[Assurances and Certifications](#)[Review SF 424](#)[Submit Application](#)[Help/Frequently Asked Questions](#)[GMS Home](#)[Log Off](#)***Descriptive Title of Applicant's Project**

Consolidation of the PSAP into a regional system requires the purchase of new records management software to integrate with the PSAP CAD system.

***Areas Affected by Project**

Police and Communications operations.

Proposed Project***Start Date**

July

01

2009

***End Date**

September

01

2009

Congressional Districts of*Project**

Congressional District 01, VA
 Congressional District 02, VA
 Congressional District 03, VA
 Congressional District 04, VA

***Estimated Funding**

Federal	\$ 20547	.00
Applicant	\$ 0	.00
State	\$ 0	.00
Local	\$ 61303	.00
Other	\$ 0	.00
Program Income	\$ 0	.00
TOTAL	\$ 81850	.00

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Budget and Program Attachments

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This form allows you to upload the Budget Detail Worksheet, Program Narrative and other Program attachments. Click the Attach button to continue.

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Program Narrative - Attachment 1.doc	Delete
Budget and Budget Narrative - Attachment 2.doc	Delete
Review Narrative - Attachment 3.doc	Delete
Abstract - Attachment 4.doc	Delete
Click on the Attach Button to upload an attachment	Attach

[Continue](#)

Your files have been successfully attached, but the application has not been submitted to OJP. Please continue with your application.

A.

The City of Williamsburg, Virginia, on or about July 1, 2009, will consolidate 911 services with the County of York and City of Poquoson to form a regional 911 public safety answering point (PSAP). This consolidation will require the purchase of new records management software, which will integrate with the regional PSAP computer aided dispatch (CAD) system. The software to be purchased is the same that is currently used by York and Poquoson and also neighboring jurisdiction James City County.

Consolidation to a regional PSAP will increase the delivery of emergency services to our community and interoperability with other jurisdictions. Further, the investment in infrastructure will provide long-term economic benefits by producing the most cost effective model for delivering 911 services. Through these efficiencies, we will preserve jobs.

These funds, if awarded, will support our dwindling local budget and will serve to avoid reductions in essential services.

B.

The City of Williamsburg will maintain awarded grant funds in a separate account to be co-mingled with no other funds. The City plans to spend the entire amount awarded immediately on the one technology project. The City of Williamsburg Finance Department will maintain all records in accordance with Virginia State law and recognized government bookkeeping methods.

C.

The purchase of the software to integrate with the new regional PSAP CAD will allow consolidation success at a cost savings to the City of Williamsburg through economic efficiencies.

D.

Upon award of grant funding, the City will purchase the records management software. The goal is to have software installed and operational on or about July 1, 2009.

E.

The City has established four goals to measure the success of this program:

1. Purchase of Software
2. Installation of software
3. Training of personnel
4. Implementation of software (going “live”)

Budget and Budget Narrative – Attachment 2

All funds received through this JAG grant will be expended to purchase software to integrate with the new regional PSAP CAD system.

Total cost of the system - \$81,850.00

Total amount of JAG Grant – 20,547.00

Total amount of funds provided
By the City of Williamsburg - 61,303.00

REVIEW NARRATIVE

The JAG application was made available for review by the governing body of the City of Williamsburg effective March 27, 2009.

The JAG application was made public and an opportunity to comment was provided to citizens and neighborhood or community organizations effective March 25, 2009.

Abstract – Attachment 4

Applicants Name: City of Williamsburg, Williamsburg Police Department

Title of Project: PSAP Consolidation – Records Management Integration

Goal of Project: The City of Williamsburg will consolidate 911 services with the County of York and City of Poquoson to form a regional 911 (PSAP). This consolidation will require the purchase of new records management software, which will integrate with the regional PSAP computer aided dispatch (CAD) system. The software to be purchased is the same that is currently used by York and Poquoson and also neighboring jurisdiction James City County.

Strategies: Consolidation to a regional PSAP will increase the delivery of emergency services to our community and interoperability with other jurisdictions and will provide long-term economic benefits by producing the most cost effective model for delivering 911 services. Through these efficiencies, we will preserve jobs.

Deliverables: Records Management Software will be purchased to integrate with the PSAP CAD system.

Coordination: Training will be conducted upon implementation and coordination will be conducted with neighboring jurisdictions to provide a seamless startup of emergency services.

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window



OMB APPROVAL NUMBER
1121-0140

EXPIRES 06/30/2009

STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity:
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Accept

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DEPARTMENT OF JUSTICE

OFFICE OF JUSTICE PROGRAMS

OFFICE OF THE CHIEF FINANCIAL OFFICER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a):

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or

local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Accept